

KATHRYN KRAEMER TROUTMAN

THE ELECTRONIC Federal Resume Guidebook

Ms. Troutman is recognized worldwide as the pioneer designer of the Federal Resume, which she created in 1995 with her first book, *The Federal Resume Guidebook & PC Disk*. Ms. Troutman is a respected author, a highly acclaimed columnist on www.govexec.com, and an inspirational workshop leader of the Federal government and Department of Defense. She was the host for a 75-minute video introducing the National Security Agency Internal Staff Resume for more than 4,000 employees. She was a speaker on "Best Practices in Recruitment" for the International Personnel Manager's Association in Hershey, PA, introducing the Department of Defense's automated systems to public service human resources managers, Summer, 2000. She is an experienced career trainer in Federal government and Department of Defense agencies.

As a founding member of the National Association of Women Business Owners, Ms. Troutman is a veteran business entrepreneur. Her upcoming books include the Federal Senior Executive Service Candidate's Guidebook and the Non-DOD version of the Electronic Federal Resume Guidebook.

When Ms. Troutman founded The Resume Place, Inc. in 1971, she established locations in Washington DC and Baltimore. Since its birth, the Resume Place has been and is the leading resume consulting and training firm on the Internet. www.resume-place.com, a pioneering Web site established in 1995, is the place where more than 12,000 visitors find information on resume writing for Federal and private industry every month. It is the preferred provider of resume writing training, professional writing services, and all other career development services for the U.S. Government.